

Hays County ESD #4 Board of Commissioners September 24, 2024 Meeting Minutes

1. Call meeting to order and verify quorum;

Mr. Joe Pendleton called the meeting to order at 5:02pm. Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, Mr. Joseph Malone, and Mr. Manuel Grafia. A quorum was present. Also present: Carroll Czichos, Fire Chief; Christopher Robbins, Assistant Fire Chief; and Sydney Johnson, Executive Assistant.

2. Public comment;

No public sign-in. No public comment.

3. Approval of minutes from the public hearing and regular meeting held on August 20, 2024;

A motion to approve the minutes from August 20, 2024, was made by Mr. Brown and seconded by Mr. Grafia. The motion passed unanimously.

4. Receive monthly report from Treasurer and consider:

a) Approval for payment of monthly invoices including payroll; and

b) Approval of monthly financial reports prepared by the bookkeeper;

A Motion to approve payment of monthly invoices including payroll was made by Mr. Grafia and seconded by Mr. Brown. All in favor. The motion passed unanimously. A motion to approve the monthly financial reports prepared by the bookkeeper was made by Mr. Brown and seconded by Mr. Grafia. All in favor. The motion passed unanimously.

5. Receive monthly report from Asst. Chief Robbins regarding emergency operations, response times, call volume, training, personnel, management activities, and community outreach;

Asst. Chief Robbins reported 188 calls from August 20 to September 24, 2024, with an average response time of 7 minutes. 1,784 Calls YTD. Squad 41 is now in service. We have hired an additional two full-time Firefighters as well as a part-time Administrative Assistant. Robbins has been preparing for an internal audit with TCFP for staff license renewals in October. October is a busy month for community outreach; National Night Out, Fire Prevention Week, and Halloween are all coming up. Additionally, we will be competing in the Wimberley Good Neighbor Costume Dodgeball Tournament on Saturday, September 28, 2024 (fundraiser benefiting Wimberley Good Neighbor) as well as The Battle of the Badge softball game between Wimberley Fire Rescue and the Hays County Sheriff's Office on October 5, 2024 (fundraiser benefiting Wimberley Youth Sports Association and American Cancer Society).

6. Receive report from Chief Czichos regarding stations, apparatus, and equipment;

Chief Czichos reported Squad 41 is now in service. Tender 45 had a sensor replaced. Engine 42 has had a recall issued; he will be working with Metro Fire to have this addressed.

7. Discuss and consider action on monthly report from District's Attorney regarding pending litigation matters, contract issues, tax and budgeting issues, and legislative efforts;

No report from District's Attorney. No action taken.

8. Discuss and consider holding an Election of Officers; take any related action;

The Board held an Election of Officers.

President:

Mr. Pendleton called for a motion of nomination for the position of President of Hays County Emergency Services District #4, Board of Commissioners. Mr. Brown made a motion to nominate

Mr. Pendleton for the position of President. Mr. Transeau seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Pendleton as President.

Vice President:

Mr. Pendleton called for a motion of nomination for the position of Vice President of Hays County Emergency Services District #4, Board of Commissioners. Mr. Transeau made a motion to nominate Mr. Brown for the position of Vice President. Mr. Grafia seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Brown as Vice President.

Secretary:

Mr. Pendleton called for a motion of nomination for the position of Secretary of Hays County Emergency Services District #4, Board of Commissioners. Mr. Transeau made a motion to nominate Mr. Grafia for the position of Secretary. Mr. Brown seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Grafia as Secretary.

Treasurer:

Mr. Pendleton called for a motion of nomination for the position of Treasurer of Hays County Emergency Services District #4, Board of Commissioners. Mr. Brown made a motion to nominate Mr. Transeau for the position of Treasurer. Mr. Malone seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Transeau as Treasurer.

Assistant Treasurer:

Mr. Pendleton called for a motion of nomination for the position of Assistant Treasurer of Hays County Emergency Services District #4, Board of Commissioners. Mr. Brown made a motion to nominate Mr. Malone for the position of Assistant Treasurer. Mr. Transeau seconded the motion. There were no additional nominations. Members voted unanimously to elect Mr. Malone as Assistant Treasurer.

Post-Election Officer Positions:

President, Joe Pendleton

Vice President, Travis Brown

Secretary, Manuel Grafia

Treasurer, Justin Transeau

Assistant Treasurer, Joseph Malone

9. Discuss and consider taking action regarding Request for Qualifications for future Station 42;

A draft Request for Qualifications document was sent to the Commissioners as well as the District's Attorney for review. We are expecting to receive a revised draft from our Attorney. A motion to move forward with the RFQ pursuant to review of our legal counsel was made by Mr. Malone and seconded by Mr. Grafia. All in favor.

10. Discuss and consider engaging Wiley Water Well Services or Glass Well Service Co. for well drilling services on the District's property in Burnet Ranches; take any related action;

Two estimates for well deepening services were presented to the Board. One, from Wiley Water Well Services, was to deepen the well from 320ft to 450ft for ~\$13,000. The other, from Glass Well Service Co., was to deepen the well from 320ft to 500ft for ~\$14,000.

Mr. Transeau left the meeting at 5:59pm.

Discussion occurred after which Mr. Malone made a motion to engage Wiley Water Well Services to perform the well deepening with the stipulation that the well is deepened to 500ft, the contractor provide confirmation in writing that a permit from Hays County is not required to perform the work, and that the project not exceed \$15,000. Mr. Grafia seconded the motion. Mr. Transeau was ABSENT from the vote. The motion passed 4-0-1.

11. Discuss and consider taking action regarding amending FY 2023-2024 Budget;

An amended budget was presented to the Board for approval. This amendment serves to account for the adjustments that were previously approved on February 27, 2024, as well as to adjust the line items where we had unexpected expenses. A motion to approve the amended FY 2023-2024 Budget was made by Mr. Malone and seconded by Mr. Brown. Mr. Transeau was ABSENT from the vote. The motion passed 4-0-1.

12. Discuss and consider Chief Czichos' plan of succession; take any related action;

Chief Czichos presented his letter of resignation, effective December 31, 2025. No action taken.

13. Discuss time, place, date, and agenda items for next meeting;

The next Regular Meeting will be held October 29, 2024, at 5:00pm. All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

14. Adjourn;

Mr. Pendleton adjourned the meeting at 6:15pm.

Submitted by



Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners